

## Information Privacy and Security Council (IPSC) Meeting Agenda

February 18, 2009  
1:00 PM to 4:00 PM

Participants and the general public can join the meeting at the Keoni Ana Building or any of the following State VCCs:

Keoni Ana Building 1177 Alakea St. Room 302 Honolulu, Hawaii	Wailuku Judiciary Bldg. 2145 Main Street, First Floor Wailuku, HI 96793	Lihue State Office Bldg. 3060 Eiwa Street Basement Lihue, HI 96766	Hilo State Office Bldg. 75 Aupuni Street Basement Hilo, HI 96720
---	--	---	---

- I. Call to Order – Welcome Russ Saito, Chair
- II. Approval of previous meeting minutes Russ Saito
- III. Reports from investigative committees  
  - Define and build complete listings of agencies, boards, commissions, etc. that are subject to this act Susan Pang-Gochros
  - Investigate and develop laptop/portable device, storage, wireless, and remote access guidelines David Lassner
  - Executive Summary collection and report Todd Crosby
- IV. Council discussion on Review of reports  
  - Redaction of Social Security Number Report Russ Saito
  - Reduction in use of Social Security Number Report
- V. Council discussion about Personal Information Best Practices identification – Due March 31 Russ Saito
- VI. Council discussion on building guidelines to inform individuals of loss of Personal Information or breach – Due June 30 Russ Saito
- VII. Announcements Council
- VIII. Adjournment Russ Saito
- IX. Next meeting date March 18, 2009 1:00 PM to 4:00 PM  
*Note that due to VCC availability, the April meeting will take place on April 22 from 1:00 PM to 4:00 PM*

*Individuals who require special needs accommodation are invited to call Eleanor Suzuki at (808) 586-1920 x315 at least **4 working days** in advance of the meeting.*